

CENTRAL INTELLIGENCE AGENCY
WASHINGTON 25, D. C.

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Dear _____:

I am writing to invite your participation in an educational program which we consider to be of great importance to the Central Intelligence Agency.

Each year, through our Junior Officer Training Program, we bring into the Agency a carefully selected group of young men and women of outstanding intellectual and personal qualities at the average educational level of the M. A. It is our purpose to develop the abilities of these young people through systematic training and guided work experience and thus to prepare them for careers in intelligence and ultimately for positions of leadership in the organization.

Much of their training is necessarily of an institutional and functional nature. Other phases develop the context of principle and long-range purpose surrounding the practices of intelligence. We consider it essential that a third major objective be the development of an articulate understanding of the responsibilities of career employees as representatives of the United States in foreign affairs. To this end we are presenting a course designed to renew and enlarge each student's understanding of the principles to which the United States is dedicated, of the institutions which embody those principles in the United States today, and of the strengths and weaknesses of the American system in fighting for the survival of those principles in the contemporary world.

The students come to us with good academic preparation and we may assume their familiarity with the facts of American history and current events. In presenting this particular course it is our desire to stimulate constructive thought upon the significance of these facts;

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to expose these men and women to the reflections of first-rate minds; and to inspire them to see their own careers in a special relationship to the problems and potential of the United States as a world power.

The role of the speaker in this course will be a demanding one, and I come to you with confidence that you are eminently suited to fill it. My purpose in writing is to invite you to deliver a lecture of approximately one hour, followed by a question period, on the topic, "_____", at ____ o'clock on _____ 1958. An outline of the course, plus a statement of what we have in mind for your subject is enclosed. We have selected tentatively some appropriate student reading assignments, and will welcome any other suggestions which you may wish to offer. We can either meet with you or correspond further, as you may desire.

*We are prepared to meet your travel expenses and to offer a modest honorarium. I hope you will share our conviction that this is an important undertaking, and will find time in your busy schedule to join us on _____.

Sincerely,

MATTHEW BAIRD
Director of Training

Enclosures

*This sentence not to be included in all letters.